



Australian Government

Department of Education, Employment and Workplace Relations

ACMFAR302A Work effectively as a farrier in the equine industries

Revision Number: 1

ACMFAR302A Work effectively as a farrier in the equine industries

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the process of working effectively as a farrier on an individual basis and with others within the equine industry. This unit forms part of the requirements of the trade qualification for farriery.
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Application of the Unit

Application of the unit	The unit is applicable to those working in a range of equine industries where farriery services are provided. Farriers may work on race tracks (harness and thoroughbred), horse training establishments, spelling/resting establishments, breaking centres, stud farms, dressage schools, polo clubs, trail riding establishments and other centres undertaking recreational activity involving the use of horses. In addition to legal and ethical responsibilities, all units of competency in the ACM10 Animal Care and Management Training Package have the requirement for animals to be handled gently and calmly. The individual is required to exhibit appropriate care for animals so that stress and discomfort is minimised.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Identify rights and responsibilities related to working as a farrier in equine industries	1.1. Regulations and legislation required for employment as a farrier are described. 1.2. Confidentiality and other obligations are adhered to in relation to individual horses receiving farriery services, and security arrangements applicable to the equine establishment. 1.3. The relationship between industry sector rules and farriery services is identified. 1.4. Key industry personnel are identified, together with their roles and functions in relevant equine industries, including the racing industry.
2. Manage time according to tasks required	2.1. Work tasks are achieved within the nominated timeframe , in the correct order, and in accordance with industry standards.
3. Participate in workplace teams	3.1. The roles of individuals within workplace teams are identified. 3.2. Communication skills appropriate to working within teams are identified. 3.3. Team tasks are completed in a cooperative manner.
4. Maintain personal health and fitness	4.1. Principles and practices of maintaining personal health and fitness are demonstrated. 4.2. Vaccination requirements to maintain personal health in equine industries are followed.
5. Present self according to industry standards of dress and grooming	5.1. Industry dress code is demonstrated, appropriate to different work environments. 5.2. Personal presentation standards are demonstrated, applicable to different work environments and tasks to be performed.
6. Communicate effectively in the equine industries	6.1. Characteristics of the range of equine industries which may be serviced by the farriery industry, are identified. 6.2. Appropriate verbal and written communication strategies are used to communicate within the farriery industry and with clients. 6.3. Appropriate technology is used to support communication within the enterprise and within the equine industries.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- complete work tasks within acceptable timeframes and to industry standards
- contribute to team outcomes
- interpret work orders/instructions correctly, including task and time requirements
- gather and provide information in response to workplace requirements
- operate communication equipment as appropriate
- literacy skills to read and follow organisational policies and procedures, including occupational health and safety (OHS), waste management and hygiene standards; follow sequenced written instructions; and record the information accurately and legibly
- oral communication skills/language to fulfil the job role as specified, including questioning, active listening, asking for clarification and seeking advice when required
- interpersonal skills to work with others and relate to people from a range of cultural, social and religious backgrounds and with a range of physical and mental abilities
- numeracy skills to estimate, calculate and record routine workplace measures
- problem-solving skills to select required materials and equipment and prioritise tasks.

Required knowledge

- awards and union coverage
- communication procedures and systems, and technology relevant to enterprise and individual work responsibilities
- legislation and regulations related to employment as a farrier
- OHS legislative requirements and farriery industry codes of practice
- personal presentation standards applicable to farriery
- principles and practices of maintaining personal health and fitness
- principles of teamwork
- protocols for entry to a horse establishment
- regulations covering farriers in specific equine industries
- range, use and availability of materials and equipment.

Evidence Guide

EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The evidence required to demonstrate competence in this unit must be relevant to workplace operations and satisfy all of the requirements of the performance criteria, required skills and knowledge and the range statement of this unit. Assessors should ensure that candidates can:

- comply with the rules and regulations applicable to employers and employees in the farriery industry
- comply with the responsibilities of a farrier working in a range of equine industry sectors
- perform farriery tasks to industry standards within the nominated timeframe
- maintain personal health and fitness and personal presentation standards required by the industry
- apply a range of verbal and written communication strategies to communicate effectively within the enterprise and with clients
- use technology to assist communication.

The skills and knowledge required to work effectively as a farrier in the equine industries must be transferable to a range of work environments and contexts and include the ability to deal with unplanned events.

Context of and specific resources for assessment

Assessment of this unit is to be practical in nature and will be most appropriately assessed in worksites, where routine farriery tasks are performed, or in a situation that reproduces normal work conditions.

There must be access to the appropriate equipment and/or resources to enable one to demonstrate competence.

Method of assessment

To ensure consistency in one's performance, competency should be demonstrated, to industry defined standards, on more than one occasion over a period of time in order to cover a variety of circumstances and where possible,

EVIDENCE GUIDE	
	over a number of assessment activities. The assessment strategy must include practical skills assessment. Suggested strategies for this unit are: • written and/or oral assessment of candidate's required knowledge • observed, documented and first-hand testimonial evidence of candidate's application of practical tasks • simulation exercises that reproduce normal work conditions • third-party evidence • workplace documentation • portfolio. This unit may be assessed in a holistic way with other units of competency relevant to the industry sector, workplace and job role.
Guidance information for assessment	Assessment methods should reflect workplace demands (e.g. literacy and numeracy demands) and the needs of particular target groups (e.g. people with disabilities, Aboriginal and Torres Strait Islander people, women, people with a language background other than English, youth and people from low socioeconomic backgrounds).

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Regulations and legislation may include:

- contract of employment, and related industrial awards, both federal and state or territory
- responsibilities of both the employer and the employee under federal and state legislation:
 - affirmative action
 - OHS, anti-discrimination and harassment
 - prevention of cruelty to animals
 - taxation law and superannuation requirements
 - workers compensation.

Industry sector rules may include:

- the Rules of Racing (harness and thoroughbred)
- industry and breed associations activities:
 - bushmans' carnival
 - campdrafting
 - carriage driving
 - endurance
 - hacking
 - Olympic disciplines
 - polo and polocrosse
 - pony club
 - vaulting
 - western competition.

Key industry personnel may include:

- committees or industry governing bodies:
 - board members
 - organisation administrators
- race or competition personnel:
 - stewards
 - technical delegate
 - ground jury
 - race day or competition veterinarian.

RANGE STATEMENT	
<i>Roles and functions</i> may include:	• collaborating with other specialists: • other farriers • physical therapists • veterinarians • providing a consultation service to race or competition personnel • providing a service as a contractor to a stud, agistment or training centre • providing a service to a competition team at a specific event • providing a service to private customer • supervising the work of other farriers • working under the supervision of another farrier.
<i>Timeframe</i> considerations may include:	• allowing adequate travel time between jobs • applying reporting procedures within the enterprise • following standard operating procedures • planning the order of work tasks • responding to requests and completing tasks punctually and within safe work practices and procedures guidelines.
<i>Personal health and fitness</i> issues may include:	• personal hygiene • principles of maintaining personal health and fitness: • nutrition • exercise covering: • core strength and stability • flexibility • understanding of the impact of drug/alcohol use on health and fitness levels.
<i>Vaccination</i> requirements may include:	• influenza • tetanus.
<i>Personal presentation standards</i> may include:	• clothing is clean, in good repair, suitably durable for physical work performed primarily outdoors and presents a professional impression to clients and others • hair is tied back or able to be kept out of eyes and away from heat sources • language and manner is courteous to others

RANGE STATEMENT	
	• no jewellery • no loose clothing • personal protective equipment: • gloves for some tasks • items for sun and other weather protection • safety footwear and leg protection.
Verbal and written communication strategies may include:	• verbal communication: • answering questions • describing actions • gathering information from clients and specialists • reporting findings to owners • reporting findings to veterinarians and other specialists • written communication: • documenting work tasks for invoicing clients • completing horse history records.
Technology used to support communication may include:	• answering machines, pagers and fax machines • computer: • email and internet • data storage and retrieval • account software • telephones/mobile phones.

Unit Sector(s)

Unit sector	Farriery
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		